

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Thursday February 1, 2024

Special Meeting

6:00 pm

Special Meeting

Pledge of Allegiance

Roll Call: Ayres-Reiss, George, Graziani, Kowalsky, Kuspa, Rauch

Communications A:

1. Memo from Administrator; Re: Establishment of List of Applicants to be considered for Appointment
2. Memo from Administrator; Re: Proposed Interview and Appointment process for Council Vacancy Applicants

Applicant Interviews:

Selection of Applicant to Fill Vacancy:

Unscheduled Persons in the Audience:

Adjournment:

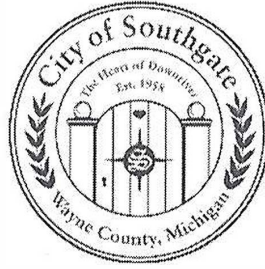
Janice M. Ferencz

Janice M. Ferencz, City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

ZOEYKUSPA
Council President

CHRISTIAN GRAZIANI

KAREN E. GEORGE

PHILLIP J. RAUCH

PRISCILLA AYRES-REISS

GREG KOWALSKY

Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: January 30, 2024

Re: Establishment of List of Applicants to be Considered for Appointment

Before the application deadline for the City Council vacancy, the Clerk's Office received nine applications. Those applications along with any attachments were shared with City Council shortly after the deadline.

At the January 11th Special Meeting, City Council established the minimum criteria for applicants. That list of criteria included that applicants must have lived in Southgate for 30 days, must be a registered voter, and must not be in default with the City. The applications were reviewed by the City Clerk and City Finance Director and their findings have been attached. At the application deadline, four applicants met the Council's criteria and the other five did not due to being in default with the City.

You have also been sent a matrix that provides more detailed information regarding each applicant.

Should City Council want to expand the list to include those who were in default at the time of application, a resolution should be made amending the original criteria.

If you have any questions please contact me.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



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GREG KOWALSKY

City of Southgate

Memorandum

To: City Council Members

From: Janice M. Ferencz, City Clerk

Date: January 30, 2024

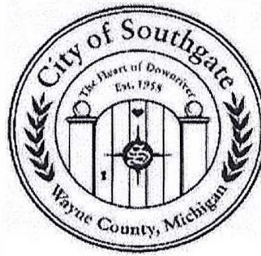
Re: Applicants for City Council

This is to advise you that all applicants for the position of City Council was reviewed and all applicants are registered to vote in the City of Southgate.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



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City of Southgate

MEMORANDUM

TO: Dan Marsh, City Administrator
FROM: Douglas Drysdale, Assistant City Administrator / Finance Director
DATE: January 30, 2024
RE: City Council Applicants – Status of Payments to the City

Dan –

The following four city council applicants are current on payments to the city for property taxes, water bills, and other miscellaneous invoices, as of their date of submission of the application:

- Nichole Yaklin
- Edward Gawlik, Jr.
- Saul Lupercio
- Andrew Moul

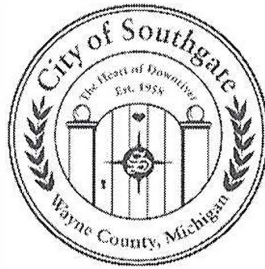
Please contact me if you have any questions.


Doug

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
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Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator *DM*

Date: January 30, 2024

Re: Proposed Interview and Appointment Process for Council Vacancy Applicants

After reviewing the process from various communities, including Eastpointe and Belleville, I present the following interview and appointment procedure:

- After a council resolution to establish the process, qualified applicants will be sequestered in the Caucus Room and will be called in one at a time to be interviewed. After an applicant is interviewed, the applicant may remain in the audience.
- The City Attorney will ask the previously established questions and applicants will have no more than three minutes to respond to each question.
- After all applicants have been interviewed, Councilmembers will provide their top three choices in writing to the City Clerk. Each choice will be given a point value: 1st – 3 points, 2nd – 2 points, 3rd – 1 point.
- The City Clerk will read aloud the responses of each Councilmember and tabulate the results.
- If there is a clear winner, the Council will appoint that individual.
- If there is a tie, each Councilmember may ask one additional question to the top placing applicants. Council will then revote in the same method previously used.

Once an applicant is named, the Administration recommends a background check be completed to validate the applicant's application prior to taking the Oath of Office.

If you have any questions please contact me.